



**MEETING MINUTES**  
**EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Wednesday, May 16, 2018**  
6:30 P.M.  
1703 Orrington Avenue, Barbara Friedberg Storytelling Room

**Members Present:** Socorro Castro, Shawn Iles, Margaret Lurie, Vaishali Patel, Benjamin Schapiro, Sandra Smith

**Members Absent:** Tori Foreman, Adam Goodman

**Staff:** Karen Danczak Lyons, Teri Campbell, John Devaney, Jan Bojda, Laura Antolin

**Presiding Member:** Benjamin Schapiro, President

**ALL TO ORDER/DECLARATION OF QUORUM** - President Schapiro called the meeting to order at 6:31 pm.

**CITIZEN COMMENT** – None

**CONSENT AGENDA**

- A. Approval of the April Bills and Payroll and Minutes of April 18, 2018 Board Meeting** – Margaret Lurie moved to approve the Bills and Payroll and the minutes of the April meeting. Sandra Smith seconded the motion and it was approved by voice vote.

**INFORMATION/COMMUNICATIONS**

- A. Robert Crown Branch Library Project Update** – Director Karen Danczak Lyons reported that the Robert Crown architects will attend the June Board Meeting.
- B. Robert Crown Branch Library Hours of Operation** - Director Danczak Lyons shared a new technology that could provide patrons increased access to the Library at Robert Crown. Open+ by Bibliotheca would allow patrons to access the new Library branch after hours using a unique access code. Motion detectors, keypads, and security cameras would be integrated into the new construction and would monitor Library usage. Patrons who are in good standing would be able to check out books, use computers, and use the space. The Library could set restrictions on afterhours access and have the option to leave it accessible 24/7. The system has been used in Europe and at other US libraries. The biggest complaint from other libraries has been increased litter since some patrons do not clean up after themselves. The

system would cost \$10,000-15,000. Trustee Iles asked whether people might use the facility to sleep there. Director Danczak Lyons said that people might but that we should trust our patrons with our facility. Trustee Patel also commented that Robert Crown staff could monitor facility usage. Overall, the Trustees were supportive of the idea.

- C. Future of Book Sale** – Director Danczak Lyons presented two new solutions for book donations. The Library will participate in Evanston Recycles on Saturday, July 7 and Library staff will be on site to collect book donations. The Library is also in discussion with a vendor about installing a book donation box near the Library. The vendor would collect book donations, re-sell them online, and provide the Library with 10% of the re-sale profit. The drop-off box would be located on the east side of the Library, near the parking kiosks and would be visually distinct from the Library Book Return boxes.

## **LIBRARY DIRECTOR'S REPORT**

- A. Director's Report-** Director Danczak Lyons reported that the Board Report is being redesigned to align programmatic details and outcomes with the strategic plan. The Board will see the new report in the coming months. The Trustees were also invited to walk with the Library in the 4<sup>th</sup> of July parade.

## **STAFF REPORT**

- A. Administrative Services Report** – Director Danczak Lyons reported that the Library has hired Susan Markwell as the new Business and Financial Literacy Librarian. In addition, the Library is in the process of finalizing candidates for several open positions, including a Community Engagement Library Assistant and Library Clerk. Director Danczak Lyons also announced that Development Associate Jessica Ticus has accepted a new position with Millennia Consulting.
- B. Summer Reading Program** – Youth Services Manager Jan Bojda presented information about the 2018 Summer Reading Program, titled Reading Takes You Everywhere. This year, the Library decided to change the counting structure and will count the number of days people spend reading. Additional activities for the Summer Reading Program can be found in the 2018 brochures, which will be available at all Library branches. Flyers with information have been broadly distributed to all Evanston schools and through the RoundTable. Bojda also shared that the Y.O.U. middle school summer camp, Robert Crown Center, and Fleetwood-Jourdain Center were selected as the sites for free book distribution through Everyone Reads. Children's Outreach Librarian Laura Antolin shared that she has planned community events at a number of sites, include regular visits to eight summer camps and MakerKids in the Park. She will also be leading Summer Learning for rising District 65 third graders and ABC Boosters for rising kindergarteners. Director

Danczak Lyons commented that the Library hires a number of teens for ABC Boosters through the Mayor's Summer Youth Employment program and the Library is one of the few places that will hire 14- and 15-year-olds. Trustee Castro asked for versions of the flyer in Spanish and Library staff will work on making one available. The brochures are available in Spanish.

## **BOARD REPORTS**

Director Danczak Lyons shared that several staff members were recognized for their years of service this week. She also shared that Rachel Hayman will be joining the Board as a Trustee. No other Board Reports.

## **NEW BUSINESS**

**A. Appointment of Nominating Committee** – Trustee Smith shared that Trustees Schapiro, Patel, and Iles will retain their positions for next year. She also announced that her term is ending in June and that she will be stepping down from the Board. Positions will be finalized at the June meeting.

## **CLOSED SESSION**

The Board moved to Closed Door Session at 7:20pm to discuss the Library Director Evaluation Process. President Schapiro motioned and Vaishali Patel seconded.

**ADJOURNMENT** – President Schapiro moved to adjourn the meeting at 7:40pm.

Sandra Smith motioned and Socorro Castro seconded. It was approved by voice vote.

Respectfully Submitted,

Vaishali Patel

**Next Meeting: Wednesday, June 20, 2018 at 6:30 pm Evanston Public Library, Community Meeting Room.**

## Library Director's Report May 16, 2018

### Updates:

- As discussed at the April Board meeting we are revamping the approach to the monthly report. We are beginning our work in the Strategic Area of *Learning and Literacy* by concentrating on the umbrella of programs produced under the 2018 Summer Reading Program. In the months ahead we will continue to provide data that expresses our usage metrics, highlights upcoming events of note and shares excerpts from patron feedback.

EPL held its first HUMAN LIBRARY on April 15th with approximately 50 in attendance who engaged in 83 one-on-one conversations with human "books". The Human Library™ is designed to build a positive framework for conversations that can challenge stereotypes and prejudices through dialogue. It is a place where difficult questions are expected, appreciated and answered.

After positive feedback from participants, a second event is being planned for the fall. One patron said as she was leaving, *"This is going to bring the world together"*.

(All Human Library photos by Lynn Trautmann, LTPPhoto, Evanston)









**Assessments, Metrics and initiative results:**

Computer/Internet Use													
	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	FYTD
Main	4,080	3,741	4,097	3,654									15,572
North Branch	191	217	240	213									861
CAMS	467	440	470	438									1,815
Computer Lab	154	150	150	150									604
Overall Computer/Internet Use	4,892	4,548	4,957	4,455	-	-	-	-	-	-	-	-	18,852
Website Visits													
All Location	45,235	39,492	43,240	44,751									172,718
Wifi Users													
All Location	27,000	26,870	27,000	27,000									107,870
Library Visits													
Main	40,320	35,827	42,159	37,666									155,972
North Branch	3,798	3,593	4,162	3,790									15,343
CAMS	3,362	3,338	3,893	3,479									14,072
Overall Library Visits	47,480	42,758	50,214	44,935	-	-	-	-	-	-	-	-	185,387

**Upcoming events of Note:**

- Community Partners for Affordable Housing - Information session for those wanting more knowledge about affordable housing opportunities in Evanston. 5/16, 7pm, Seminar Room.
- Legal Aide for Living with a Mental Illness - Tips on legal preparation (powers of attorney, living trusts and guardianship) for those affected by a diagnosis of a chronic mental health condition. CEU credit available. Speaker: Janna Dutton, CELA, & Partner, Dutton, Casey, Mesoloras Elderlaw, PC. 5/22, 5:30pm, Large Community Meeting Room.
- SNAP and Medicaid enrollment and renewal through staff from Greater Chicago Food Depository. 5/24, 5-8pm, Small Community Meeting Room.
- Community Forum: *The Heroin Project*. Documentary film screening and moderated panel discussion with community experts on the topic of the ongoing opioid epidemic. Collaboration with State Rep. Robyn Gabel and PEER Services. 6/13, 6:30pm, Large Community Meeting Room.
- Food Security in Evanston: What Can We Learn From Other Communities, part 3 of 4 part series. Program includes Robert Egger of DC Central and LA Kitchens and Alan Shannon of the USDA (pending clearance). Collaboration with Meals at Home as they celebrate 50 years of service. 6/20, 6:30pm, Large Community Meeting Room.
- Evanston Literary Festival May 12-20 <https://www.evanstonlit.org/>

**Excerpts from Patron feedback:**

**From a volunteer:** *"Thank you for the gift....*

*But you have already given me a huge one --*

*-- The opportunity to volunteer at your wonderful library!"*

**From another volunteer:** *"I just wanted you to know that I have had your post-it note from last year thanking me for being a library volunteer on my refrigerator. It's been there for a year now, but still gives me a good feeling that I am appreciated every time I read it. Thanks for expressing that.*

From Heather Ross in Reader's Services: Patron very very grateful for use of Newberry Room so that he could web conference for job. He got the job and was beyond delighted and came a week later to tell me about it and thank me.

**From Jessica Iverson:**

**Coray, mom of Elliot, a participant of "Girls Be Heard"**

**"I just wanted to reiterate how empowering and thoughtful we found the program. In talking to other parents about it, I teared up."**

**When Coray and Elliot came in recently, Coray shared that when she came across the girls' empowerment program, she decided to sign her daughter Elliot up. After all, it was a free program and it was a time that worked for them, over spring break. It seemed worth checking out. Once Elliot was in the midst of the program, both Coray and her daughter quickly realized how good the program was. Since the program concluded, they have read through and discussed Elliot's journal writing and have talked about their inner critics.**

**Hi Miss Jessica and Miss Hilda,**

**I'm writing to say THANK YOU!!!! Jojo and Ryan loved the graphic novel book club party! They had such a blast and loved everything they came home with- the adorable buttons, books, bookmarks, and bags. You guys really knocked this one out of the park! Thank you for inspiring the kids to think more critically about what they're reading and to ask questions about their books.**

**You guys are amazing and talented. I love that my kids are so motivated to engage in this program at the library. I hope you know how much you are admired :)**

**Thank you again and again,  
Lisa**

**From the Mental Health and Wellness Fair:**

Attendee comment: Thank you so much for coordinating this event! I rarely - no, I really never come out because I'm so depressed. But I saw this event [in the e-newsletter] and wanted to come. And I'm so glad. Thank you!

Vendor comments: This was great. Amazing community and professional connections. Great crowd and attendance. Bravo. What a successful event. Thank you for making me part of it.



It's so important that you're doing this. I really think there should be one in the spring and another in the fall. Catch back to school energy.

**From STEM Fest 2018:**

This year, STEM Fest moved to Chute after two years of being the Fifth Ward STEM Fest at Family Focus, in order to offer access to this opportunity to families with K-5th graders in South Evanston. Information was sent to families in schools that feed into Chute with special focus on girls and children of color. EPL was well represented at this event. Laura Antolin did set-up for STEM Fest and also ran two mBot sessions with parents and children ages K-1st grade. Families were really engaged, particularly in the morning session, and I collected email addresses of 10 families who were interested in coming to the library for another opportunity to work with mBots. Kim Daufeldt manned EPL's booth with Squishy circuits, NASA activities and our vinyl cutter. Renee Neumeier and Teri Campbell volunteered at Registration and Kevin Kelly managed volunteers

*Hi EPL Team,*

*Thanks so, so much for all your individual and collective time and effort and passion last Saturday to make STEM Fest 2018 a special event.*

*While you all had a big impact, I must call out two of you specifically,*

- *Laura, you win STEM Fest 2018 MVP award with your help on the committee, and doing triple work setting up on Friday, running the great MBots session that kids and parents loved, and helping Kim with the EPL booth.*
- *Kevin, you came in and were thrown the unruly task of volunteer management and assignments and you were a HHHUGE help for more than four hours.*

*And thanks to Renee to make sure other activities were functional with key Sphero and Ozobots from the EPL.*

*While the cavernous Chute gym seemed a bit sparse at times, we had 104 students show up and all of them seemed quite engaged and happy.*

*Thanks again,  
Kirby*

*Kirby Girolami Callam  
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